

Rural Water District No. 3

Washington County, Oklahoma

17227 N. 129th E. Ave., P.O. Box 70, Collinsville, OK 74021-0070

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NOTICE REGULAR MONTHLY MEETING AND AGENDA FOR: RURAL WATER DISTRICT #3 WASHINGTON COUNTY BOARD OF DIRECTORS MINUTES

As required by Section 311, Title 25 of the Oklahoma Statutes, notice is hereby given that the Rural Water District #3 Washington County of Oklahoma will hold a Regular meeting on January 13, 2025 at 8:00 o'clock A.M., at 17227 N. 129th E. Avenue, Collinsville, Oklahoma, 74021.

I. CALL TO ORDER

- 1. The meeting was opened with the pledge of allegiance to the flag.**
- 2. The meeting was called to order January 13, 2025, at 8:00 a.m.** Chairman Bruce Hoover called roll: Vice-Chairman Pat Liggett, here, Secretary/Treasurer Robert Scott, here. Directors: Gary Burd, here; Steve Cole, here; Richard Kriege, here; Caleb Potter, here. There is a quorum present, and the meeting may proceed. Let the records show that the regular scheduled meeting of Rural Water District #3 Washington County, OK was called to order at 8:00 AM at 17227 N 129th E Ave in Collinsville, Oklahoma. Notice of the meeting was posted on the front door and drive-up window of the district office on December 4, 2024, at 4:00 PM. Also, present Chad Pennington, Field Supervisor; Mike Calhoun, Plant Supervisor, Dona Lewis Recording Secretary, David Dollar, Water PAQ Engineering, Larry Steidley, Steidley Law Office and other interested parties. This meeting will be conducted by the requirements of the Oklahoma Open Meeting Act. Only items on the agenda will be addressed. Anyone wishing to address the board must call the district's office by Wednesday prior to the meeting date and have your name and the nature of your business placed on the agenda.
- 3. Correction, deletions, or addition to the minutes of:**
 - a.** The Regular meeting of December 9, 2024. Steve Cole made the motion to approve the minutes as written. Pat Liggett seconded. Robert Scott, yes; Gary Burd, yes; Steve Cole, yes; Richard Kriege, yes; Caleb Potter, yes. Motion carried unanimous.
- 4. Report of Secretary/Treasurer.** Robert Scott. In January we had 11 new taps and 45 transfers. We sold 10 new taps in December.
- 5. Report of District Manager.** Jerry Gammill. The report went out in the packet. We took TOC samples last week and are waiting for the results. The Pavey water tower, they are making progress. We did get our results from our UCMR5 testing that we did, everything was under the limits. The sludge management, we need to try and get agreement addressed, taken care of and signed. The Primrose school on 106th St N and 145th E Ave., they have asked for information and a fire flow test. Chad made a sight visit on the Lynn-Dee-Lee, to confirm some of the developmental issues. Owasso TAC meeting for Wednesday, New Leaf,

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Cornerstone, Goodwill and Heartland center. Heartland is not in our service area, but we have a waterline that crosses at 106th St N on their property. There is a Casey's gas station on 106th St N and Garnett, we must work through some of the details. Wednesday, we will have a representative from Sutton, the condemnation lawyer will go over the agenda and minutes here at the office. Doug Ishmel, he had some sedimentation in his water tank and apparently it happened again. A flush out was put in about five feet past his meter and we have been flushing out every 60-90 days. He is making a claim for \$5,993.00 and I turned it over to our insurance. We sent out two atlas requests, one to Wallace Engineering regarding property at 106th St N and Hwy 169. The other one is for Wallace Engineering for 106th St N between Sheridan and Yale. I have not heard back from them on those.

- a. **Field Manager.** Chad Pennington reports 6 field audits, 3 change out meters, 0 replaced cans, 0 dirt work, 1 drop-in, 0 flush lines, 1 forfeit, 19 leaks, 0 replaced lid, 0 lower cans, 0 MXU installed to be radio read, 2 checked pressure, 0 raise can, 0 get current readings, 0 radio read, 1 replaced setter, 2 shut off, 11 new taps, 19 miscellaneous, 0 zero usage. 64 work orders completed. 55 locked meters and 52 unlocks. I have been working on a lot spilt on 106th St N and east of Garnet that is not in our water district. I have been working with a lady from the City of Owasso and they wrote us a letter that we are going to serve the two lots. I did three fire flows. Goodwill, a daycare at 106th ST N and N 145th E Ave, Collinsville Electric at the Collinsville Industrial. I went out to Lynn-Dee-Lee property, they dug up the road crossing that we didn't know anything about them, and they were encased. We did the inventory, and the auditor was with us while we were counting the items. The guys cleaned up around here on cold days and the parking lot is clearer.
 - b. **Office Manager.** Dona Lewis. We issued 111 work orders in December. We are doing online classes learning the Tyler Technologies software. I have reserved the room for the Annual meeting.
 - c. **Plant Manager.** Mike Calhoun. We have two pumps being repaired. The #2 BFD at Oologah is possibly the end of life. It's 24-25 years old. I have a guy looking at it. This weekend we had #3 pump go out on us. I need to get someone to look at it.
6. **Report of Attorney.** Larry Steidley. Nothing.
 7. **Report of Engineer.** David Dollar. The developments I worked on are The Cherokee Nation Housing Development, Lynn-Dee-Lee and New Leaf. At 106th and 129th E Ave we got feedback on but there wasn't literally responses to our comments and plans. The UCMR5, the most important thing is that is a Phos issue. There is 29 different compounds in the UCMR5 that we are looking for. There are no detectable limits on those 29. One thing we are looking for is lithium, which was not found. In 2027, we will be testing on a regular basis. Part of Annual sampling. We did do water service availability for 3D conservation at 106th and Memorial. Project Clydesdale, we have done all we can do and are waiting for the City of Tulsa to respond to us in writing that they can meet the requirements.
 8. **Approval of accounts payable.** Gary Burd made the motion to approve. Richard Kriege seconded. Steve Cole, yes; Robert Scott, yes; Pat Liggett yes; Caleb Potter, yes. Motion carried unanimously.
 9. **Approval of new tap applications and transfers.** Robert Scott made the motion to approve. Steve Cole seconded. Richard Kriege, yes; Gary Burd, yes; Pat Liggett, yes; Caleb Potter, yes. Motion carried unanimously.

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10. Approval and/or acceptance of new developments or line extensions.

- a. Discussion and decision regarding a Cherokee Nation Housing Development Addition, 16 lots, located north of 136th St North and East of Sheridan. David Dollar recommended contingent approval, and they need to lay 800 ft of 12 inch waterline along Sheridan. They also have some offsite easements that are required. Richard Kriege made a motion for contingent approval. Steve Cole seconded. Robert Scott, yes; Gary Burd, yes; Pat Liggett, yes; Caleb Potter, yes. Motion carried unanimous.
- b. Discussion and decision regarding Goodwill Donation and shopping center, a Commercial lot on Lot 2 Block 1 of Garrett Creek Center Phase II, requesting water services located south of Wendy's at the NW corner of 112th St N and N 135th E Ave. David Dollar recommends contingent approval. Steve Cole made a motion for contingent approval. Pat Liggett seconded. Robert Scott, yes; Richard Kriege, yes; Gary Burd, yes; Cale Potter, yes. Motion carried unanimous.

11. Developments/line extensions waiting final approval.

a.

12. Public Comments.

II. OLD BUSINESS

1. Discussion and decision regarding the ODOT Hwy 11 project, J/P 24351(04) Construction, SSP-174B(058)SS J/P 24351(06)Utilities, STPY-174B(060)UT Washington County, SH-11.

- a. Discussion and decision regarding the approval of an invoice from Bartlett & West for engineering design. No invoice.
- b. Discussion and decision regarding the approval of Bolding Construction monthly pay estimate. Kyle Sewell. I have a pay application of \$130,783.50 and the Board's share is \$6,486.86 and ODOT's part is \$124,296.64. That leaves a balance of \$271,695.50 and 67% of the total. There is a change order #3 which is a deduct of -\$7,340.00 and that's because we changed some fittings and shortened some things. Richard Kriege made a motion to approve the change order #3 and a credit of -\$7,340.00. Gary Burd seconded. Robert Scott yes; Steve Cole, yes; Pat Liggett, yes; Caleb Potter, yes. Motion carried unanimously.

2. Discussion and decision on the proposed 24-inch water line project and easements.

- a. Discussion and decision regarding easement acquisition and counter offers From landowners. I have made modifications to the Ghormley offer and shipped that off to Meshek.

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b. Discussion, consideration and possible vote to approve Resolution No. 2025-_____, A RESOLUTION DECLARING THE PUBLIC NECESSITY FOR THE TAKING, APPROPRIATING AND CONDEMNING OF CERTAIN TRACTS OF LAND IN TULSA COUNTY, STATE OF OKLAHOMA, AS SET FORTH ON THE ATTACHED AND INCORPORATED EXHIBIT "A" (to the Resolution), FOR WATER DISTRICT PURPOSES IN CONNECTION WITH THE CONSTRUCTION OF ADDITIONS AND EXTENSIONS TO THE WATER DISTRIBUTION SYSTEM OF RURAL WATER DISTRICT NO. 3, WASHINGTON COUNTY, OKLAHOMA, AND AUTHORIZING AND DIRECTING THE PROPER OFFICIALS OF THE WATER DISTRICT TO INSTITUTE PROCEEDINGS TO CONDEMN SAID LANDS. Affected lands and easements/rights-of-way areas described as:

GHORMLEY PROPERTY -- TRACT 18A

A tract of land in the southwest quarter (SW/4) of Section 16, Township 22 North, Range 14 East of the Indian Base and Meridian, Tulsa County, State of Oklahoma, according to the official government survey thereof, more particularly described as follows, to-wit:

Commencing at the SW corner of Section 16, Township 22 North, Range 14 East; THENCE N01°19'24"W along the West line of said SECTION 16 for a distance of 1326.18 feet; thence N88°33'20"E for a distance of 185.00 feet to the point of beginning; thence S01°19'24"E for a distance of 645.23 feet; thence S15°51'21"E for a distance of 686.04 feet to a point on the Northerly line of the Statutory Right-of-Way of said Section 16; thence N88°33'21"E along said Right-of-Way for a distance of 448.51 feet; thence N01°26'39"W for a distance of 30.00 feet; thence S88°33'21"W for a distance of 425.25 feet; thence N15°51'21"W for a distance of 658.94 feet; thence N01°19'24"W for a distance of 641.47 feet; thence S88°33'20"W for a distance of 30.00 feet to the point of beginning. Said tract of land contains 52,581 square feet or 1.21 acres, more or less. Pat Liggett made a motion to authorized the Resolution. Steve Cole seconded. Richard Kriege, yes; Robert Scott, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.

3. Discussion, decision and update regarding the Tulsa County Road Widening project on 86th St N.

- a. Discussion, decision and updating regarding the Water Line Relocation Project along 86th Street North from US Hwy 75 to Memorial. No updates
- b. Discussion and decision regarding the approval of invoice from Bartlett & West for engineering design. David Dollar. No invoice.

4. **Discussion and decision and update to bid painting of the Pavey Tower.**
 - a. Discussion and decision regarding the approval of invoice from Bartlett & West. David Dollar. No invoice.
 - b. Discussion and decision regarding the approval of Kimery Painting monthly pay estimate. No pay estimate.
5. **Discussion and decision regarding the residual management plan.**
 - a. Discussion and decision regarding the approval of invoice from Bartlett and West for engineering and design. No invoice. David Dollar. Let's get these bid documents ready and get Board approval next month.
6. **Discussion and resolution on By Laws rewrite.** Steve Cole made a motion to go forward with the final form for the Annual Meeting. Pat Liggett seconded the motion. Robert Scott, yes; Gary Burd, yes; Pat Liggett, yes. Motion carried unanimous.
7. **Discussion and vote to enter Executive Session pursuant to Title 25 O.S. § 307 (B)(1), for the purpose of discussing the employment of the District Manager, discussion to include salary, bonus(es), comp. time, benefits and other remuneration and compensation items.**
 - a. **Roll call and vote.**
 - b. **Time Executive Session is entered to be noted in the minutes**
 - c. **Roll call and vote to return to Executive Session.**
 - d. **Board may vote to reconvene Executive Session and return to regular session as needed under this Agenda item.**

Roll call to go into Executive Session, Bruce Hoover, here; Pat Liggett, here; Robert Scott, here; Richard Kriege, here; Gary Burd, yes; Steve Cole, yes; Caleb Potter, yes.

Steve Cole made a motion at 9:24 am to go into the Executive Session. Pat Liggett seconded. Richard Kriege, yes; Robert Scott, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.

8. **Discussion, consideration and possible action on Agenda Item No. 7, Agenda item to include possible vote on District Manager's employment, salary, bonus(es), comp. time, benefits and other remuneration and compensation items as determined by the Board under authority of the District's Bylaws, and Rules and Regulations.** Steve Cole made a motion at 10:10 am to return from Executive Sessions. Pat Liggett seconded. Richard Kriege, yes; Robert Scott, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.

III. NEW BUSINESS

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IV. ADJOURNMENT

1. Richard Kriege made the motion to adjourn at 10:12 a.m. Steve Cole seconded. Robert Scott, yes; Gary Burd, yes, Pat Liggett, yes; Caleb Potter, yes. Motion carried unanimously.

Robert Scott – Secretary/Treasurer
Notes by Dona Lewis

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